TO DO

1/3 completed

✓	Date	Task
x	~~9/7~~	~~Type anything into column A to complete an item~~
	9/8	Change the styling of completed items under 'Format' > 'Conditional Formatting' (on the web)
	9/9	Sort items using the drop-down arrows next to the heading name (on the web)

TO DO

1/3 completed

✓	Date	Task